**WELCOME LETTER**

Dear Candidate

Thank you for your interest in applying for this crucial position with Stratford-upon-Avon Town Council.

The Council is looking to recruit a new Town Clerk who will help lead the Council to further success. The successful candidate will have the commercial acumen to ensure the Council capitalises on all its income streams. You must be able to support an environmentally aware Council made up of community minded elected representatives that play a key role in developing and representing the local community of Stratford-upon-Avon.

Having identified that Stratford-upon-Avon is one of the best places to live in Warwickshire, according to The Sunday Times Best Places to Live 2021 rankings, the successful candidate will need to ensure that the town continues to build on this reputation and that the Town Council remains committed to making Stratford-upon-Avon a better place, being mindful of our heritage but ambitious for our future.

If you are the successful candidate, you will find that the Council is an excellent, supportive and innovative employer, who is keen to take advantage of any future national and local devolution opportunities.

I wish you every success with the application process and should you wish to find out more or discuss the role informally with our incumbent Town Clerk, Sarah Summers, please do not hesitate to contact her – [sarah.summers@stratford-tc.gov.uk](mailto:sarah.summers@stratford-tc.gov.uk) Mob: 07787 592012.

Yours faithfully

Councillor Kevin Taylor

Mayor of Stratford-upon-Avon